

FOREIGN BROADCAST INFORMATION SERVICE MODERNIZATION PROJECT

STAFFING REQUIREMENTS

PREPARED BY



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A. PURPOSE

This study was undertaken as a result of a request from the Chief, Printing and Photography Division, Office of Logistics (P&PD/OL), to determine the impact of the Foreign Broadcast Information Service (FBIS) Modernization Project in terms of resources required. The data used to perform this study was provided by FBIS and extracted from P&PD's Management Information System. It shows that ten positions will be required to support the Joint Publications Research Service (JPRS), and that three additional positions will be required to support FBIS.

B. STATEMENT OF THE PROBLEM

The problem faced by P&PD with the FBIS Modernization Project is one of resources. P&PD currently does not typeset the jobs received from FBIS and JPRS, and the product is of low quality. In order to achieve the desired quality and to make optimum use of the new equipment, it will be necessary to staff the operations at JPRS and FBIS with employees highly skilled in the graphic arts trades to perform the composition, graphics scanning and editing, and system management functions. The number of positions required and how they will be staffed, by FBIS or P&PD, is the question that needs to be answered.

C. FACTS BEARING ON THE PROBLEM

Table "A" details the type of tasks and time required to support the FBIS publication process, and table "B" details the same information for JPRS support. A total of 13 positions will be required to support these two components; 3 in FBIS and 10 in JPRS. The tasks presented in these tables reflect the type of work performed by journeymen Offset Stripper-Compositors in P&PD. Although the FBIS and JPRS work will be automated as much as possible through the Modernization Project, the XYVISION system and the ECRM scanners require the in-depth knowledge possessed by employees with graphic arts backgrounds for successful operation. These systems are designed for use in the printing industry and assume that the operator is knowledgeable in the composition and page makeup trades. They are not "user friendly," and it has been P&PD's experience that these systems are complex and require a great deal of expertise for even a journeyman in the graphic arts trades to operate.

D. DISCUSSION

FBIS collects, translates, disseminates, and analyzes vast amounts of material generated by foreign open-source media. Radio and television broadcasts are monitored and translated at bureaus located throughout the world while printed material is collected and translated both at the bureaus and at headquarters in Washington, D.C. From this material, FBIS publishes eight Daily Reports based on initial translations. JPRS employs approximately 1,000 Independent Contractors (ICs) to translate the majority of the collected printed material. Translations from these ICs are forwarded to Headquarters where they are reviewed, formatted, and collated, and sent to P&PD in hard copy camera-ready format for printing. While some of these reports are

electronically prepared and disseminated, this study is limited to the hard-copy Daily Reports and JPRS reports printed by P&PD.

1. CURRENT SYSTEM

The eight FBIS Daily Reports are printed by P&PD with six of these reports submitted in hard-copy camera-ready format. These six reports are prelayed for imaging directly on the laser platemaker operating in read/write mode. The other two reports are submitted in Autologic Phototypesetter format via magnetic tape. These tapes are processed on the Autologic Phototypesetter; the typesetter output is cut and prelayed for imaging on the laser platemaker. JPRS reports are all submitted as camera-ready copy and are prelayed for imaging on the laser platemaker. Under the current system, FBIS is responsible for the content and format of these reports, as P&PD does not expend resources for composition or page makeup of JPRS and FBIS reports.

2. PROPOSED SYSTEM

FBIS has a modernization project underway which will result in the installation of four ATEX Editorial Systems with 60 terminals, and one XYVISION System with two XYVIEW and two XYTEXT terminals, an ECRM Scanner, a laser proof printer and a magnetic tape drive. The ATEX system will be used for text entry and editing, with output from the ATEX being sent to the XYVISION system for formatting, merging of text and graphics, formatting and page makeup. Proofs of the completed job will be generated on the laser printer, and the completed job will be sent to P&PD for printing. The initial interface between P&PD and FBIS will be via magnetic tape, with an electronic data link being used to transmit the files circa June 1987.

The Modernization Project will also impact on JPRS with three ATEX systems with 25 terminals, a KURZWEIL Scanner, three XYVISION Systems with two AUTOKON scanners and two graphics tablets, one Laser Printer and two tape drives being installed in JPRS. The work flow for JPRS will be essentially the same as FBIS, where the text is captured and edited on the ATEX system and then sent to the XYVISION system for formatting, merging of graphics, page makeup, and proof generation. At this time, there is no electronic link planned between JPRS and P&PD, so the product delivered to P&PD will be magnetic tapes containing paginated files. It is anticipated that the amount of graphics from JPRS will increase to 15 percent of the total pages with the new capabilities.

E. CONCLUSION

P&PD currently has personnel with the experience and expertise to perform the required functions; however, P&PD does not have the resources to devote 13 of its current positions to full-time support of JPRS and FBIS. In fact, all resources are stretched to the maximum in support of current production requirements, and an increase in staffing

is not planned in the foreseeable future. On the other hand, it seems logical to assume that FBIS has identified and budgeted for additional positions as a part of the Modernization Project, but lacks the personnel with the skills necessary to make the new system productive.

The most obvious alternative is for FBIS to supply the positions and for P&PD to staff them. This would result in immediate productivity on the new system, and would allow FBIS and JPRS to concentrate on the editorial processes rather than the production cycle.

Another alternative is for FBIS to supply the positions and staffing for composition, page makeup, and graphic scanning and editing. While this alternative would give FBIS total control over the production of their work, the quality of the publications would suffer tremendously due to the lack of expertise in the aforementioned disciplines.

The only other reasonable alternative available is for P&PD to provide both the positions and the staffing necessary to produce the FBIS publications. This alternative is not feasible as P&PD does not currently have the resources to undertake such a project and continue to provide support for current intelligence publications.

F. RECOMMENDATION

After studying the available alternatives, it is recommended that JPRS provide 13 positions to be staffed by P&PD for the composition, page makeup, graphics scanning and editing functions involved in the production processes of the FBIS Daily Reports and the JPRS reports. In order to adequately fill these positions, P&PD must embark on an active program to recruit journeyman level personnel and must begin the training of current personnel on the XYVISION and AUTOKON systems so that a fully trained cadre of system personnel is available to staff the FBIS and JPRS activities. This alternative will provide the most advantageous use of systems and personnel and result in publications which FBIS, JPRS, and P&PD can take a great deal of pride.

TABLE A

FBIS PREPRESS
PRODUCTION WORKLOAD

JOB REQD	AVG DAY	TOTAL PGS	PERCENT PAGES	GRAPHIC GRAPHIC	FUNCTION PAGES	NUM	FACTOR PGS	TIME
8	60	480	5	24	DATA INPUT	480	.05	24
					FORMAT AND MAKEUP	480	.75	360
					REVISION	120	1.05	126
					GRAPHIC SCAN EDIT & XFER	24	3.50	84
					LASER PROOF	480	.10	48
					SYS MGMT	N/A	N/A	240
					SUPERVISION	N/A	N/A	240
					TOTAL TIME			1122
					MAN HOURS REQD	18.7		
					OVERHEAD (1.3)	24.3		
					POSITIONS REQD			3

TABLE B

JPRS PREPRESS
PRODUCTION WORKLOAD

JOB REQD	AVG DAY	TOTAL PGS	PERCENT PAGES	GRAPHIC PAGES	FUNCTION	NUM	FACTOR PGS	TIME
12	150	1800	15	270	DATA INPUT	1800	.05	90
					FORMAT AND MAKEUP	1800	.75	1350
					REVISION	450	1.05	472.5
					GRAPHIC SCAN EDIT & XFER	270	3.50	945
					LASER PROOF	1800	.10	180
					SYS MGMT	N/A	N/A	240
					SUPERVISION	N/A	N/A	240
					TOTAL TIME	3517.5		
					MAN HOURS REQD	58.6		
					OVERHEAD (1.3)	76.18		
					POSITIONS REQD			10